



EXEMPT RECRUITMENT ANNOUNCEMENT Assistant Director – Wildlife Program

RECRUITMENT: 1345-10

DATES: Opens: April 15, 2010 Closes: April 29, 2010

SALARY: \$91,700 to \$112,000 annually, depending on qualifications.

WHO MAY APPLY: This recruitment is open to anyone who meets the desired competencies and qualification as outlined below.

LOCATION: Natural Resource Building, Olympia, Washington

Overview

This exempt position serves at the pleasure of the Director and is accountable to the Director and Deputy Director for overall management and oversight of the agency's Wildlife Program. The Wildlife Program Assistant Director plans, organizes and directs the Wildlife Program, which consists of five divisions – Game, Wildlife Diversity, Wildlife Science, Lands, and Administrative Operations. This position is responsible for the activities of approximately 220 employees in six geographic regions around the state, including recognized experts in the fields of wildlife, veterinary, range and forestry science, resource management, real estate, and ecological systems. The position oversees management of more than 900,000 acres (including 32 designated wildlife areas) and 700 access sites to public waterways. Responsibilities include managing an operating budget of approximately \$56 million from a variety of fund sources, monitoring Wildlife Fund hunting revenue and dedicated sub-accounts within the Wildlife Fund state account, and controlling a capital budget of approximately \$36 million. This position is relied upon to aggressively pursue additional federal funding opportunities.

Among the key objectives of this position are:

- Preserving, protecting and perpetuating the state's wildlife resources and their habitats in a manner that is consistent with federal and state law, while providing recreational opportunities
- Integrating good science with constituent values as the foundation for policy and management decisions affecting wildlife and their habitats
- Working with Fish and Wildlife Commissioners, the Director, the Deputy Director and other agency management members to develop and implement policies, goals and objectives pertinent to wildlife conservation, hunting, research, land acquisition, and management
- Building strong partnerships, collaborative approaches, and effective communication internally and externally
- Coordinating the development and adoption of legislation with the Governor's Office, state Legislature, other state agencies and congressional delegations

- Representing the Department and the state on federal, regional, tribal, and international forums and organizations that affect the management of Washington's wildlife
- Providing employees with the training and tools to be effective in their jobs and achieve high professional and ethical standards while providing high quality professional services; model these same professional and ethical standards; recruit, build, enhance and retain a diverse workforce to manage the individual programs for which the Wildlife Program is responsible

Competencies and Qualifications

An outstanding record of leadership in a large and diverse organization coupled with state legislative and/or executive staff experience is essential, as is experience that provides a solid foundation for understanding federal legislative processes. This position also requires excellent communications skills and a track record of accomplishment in interest based problem solving and decision making among diverse advocacy groups and stakeholders. A strong science background is required, and well qualified applicants will have an undergraduate and/or graduate degree in wildlife management, wildlife ecology, wildlife biology or related fields of biology, environmental science, or natural resource management. Advanced coursework in public administration is desirable.

How to Apply

If you are interested in this position, submit a letter of interest that describes your experience with respect to the qualifications and competencies that are sought in this recruitment. Attach a current resume detailing experience and education, and a list of three professional references with current telephone numbers.

Send by e-mail to: WDFWjobs@dfw.wa.gov

The Department of Fish and Wildlife is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, and ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons with disabilities, persons over 40 years of age, disabled and Vietnam era veterans and people of all sexual orientations and gender identities, are encouraged to apply. Persons needing accommodation in the application process or this announcement in an alternative format may call (360) 902-2276 or the Telecommunications Device for the Deaf (360) 902-2207.

APPLICANT PROFILE

We ask that you voluntarily answer the following questions and return this document with your resume. This information will be treated as confidential and will be used by authorized personnel only.

Name _____ Birth Date _____

Sex: _____ Male _____ Female

Do you have a physical, sensory, or mental condition that substantially limits any of your major life functions, such as working, caring for yourself, walking, doing things with your hands, seeing, hearing, and speaking learning?

___ Yes ___ No

Have you ever been on active duty in the US Armed Services? ___ Yes ___ No

Vietnam Era Veteran ___ Yes ___ No

Disabled Veteran ___ Yes ___ No If "Yes" Percent of Disability _____%

What race or culture do you consider yourself? Please check only one group. If you are of more than one race, please check "Other."

___ Black/African American ___ White/Caucasian ___ Asian/Pacific Islander

___ Native American ___ Hispanic/Spanish/Latino(a)

___ Other Please indicate race/culture(s) and/or list in order of preference.

Signature _____ Date _____